

Dear Principal:

Recently State Superintendent of Public Instruction Wayne Sanstead said, "Research has shown that breakfast is the most important meal of the day for all of us. There is clearly a link between eating breakfast and being ready to learn. One of the state's primary objectives is to provide a healthy learning environment, and I believe it is very important to have school breakfast available to as many students as possible."

Perhaps you are wondering why your school should serve school breakfast. Here are some things to think about.

- Studies show that breakfast helps students learn.
- Tardiness declines, attendance improves, and there are less discipline referrals.
- Students are more alert; therefore, the few minutes it takes to add breakfast to the school day are offset by students' active participation once their brains are fueled.
- In North Dakota, many students are on the bus for 30 minutes or more and get up as early as 5:30 a.m.
- Parents are pleased when breakfast is available at school for those mornings when family schedules are rushed or children don't feel like eating.
- Like lunch, breakfast is reimbursed by USDA, and the paperwork is minimal.
- Training for administering the program is available from the Department of Public Instruction.

Serving breakfast can be simple. Dixie Schultz, Food Service Director for the Mandan Public Schools, serves cereal, toast, juice and milk every day except Wednesdays when she varies the menu slightly by adding a cheese slice or a hot item. She charges 90 cents for breakfast and has determined that her cost to produce a breakfast is 70-75 cents. When asked about supervision, Dixie stated that food service indicates there are no behavior problems as students are just waking up and are happy to sit with friends or siblings.

There's also more than one way to serve breakfast.

- Besides the traditional serving in the cafeteria, breakfast can be served in the classroom. This option (which takes approximately 10 minutes) allows students to eat breakfast while the teacher takes attendance or collects homework. Students serve and clean up themselves.
- Another option is breakfast after first period. This option would eliminate the "milk break" that is currently being utilized which is not reimbursed by USDA.

- And last but not least, and particularly popular in high schools, is the Grab 'n Go breakfast. Bagged breakfasts can be placed in high traffic areas throughout school so students can pick them up and eat them between classes.

Your school can provide breakfast without financially burdening the school food service program. Schools can choose what they charge for breakfast based on their costs; they usually charge less than a dollar. USDA provides reimbursement for every breakfast served. Check out the enclosed worksheet and completed example that can be used to determine how serving breakfast will affect your food service operation. Breakfast meals take little or no labor and can increase the productivity of the food service staff.

For the health and well-being of your students, begin a School Breakfast Program in your school. Students need access to a nutritious breakfast every day (not just “test day”). For assistance, contact Linda Glaser of the Department of Public Instruction at (701) 328-2294.

Sincerely,

Enclosures

Breakfast Profit/Loss Worksheet

School: _____

Date: _____ Number of Meals: _____

Expenses

Actual Total Food Cost \$ _____

Total Labor Cost _____

Total Supplies Cost _____

Total Other Cost _____

1) Total Meal Expense \$ _____

Revenue

Paid Children _____ @ \$ _____ = \$ _____

Reduced Price _____ @ \$ _____ = \$ _____

Adult Meals _____ @ \$ _____ = \$ _____

Other food _____ @ \$ _____ = \$ _____

2) Total Revenue \$ _____

Reimbursement

Paid Children _____ @ \$ _____ = \$ _____

Reduced Price _____ @ \$ _____ = \$ _____

Free _____ @ \$ _____ = \$ _____

3) Total Reimbursement \$ _____

Total Revenue (line2 + line 3) \$ _____

Less Total Expenses (line 1) \$ _____

Profit (+) or Loss (-) \$ _____

Breakfast Profit/Loss Worksheet

School: Saleem Hue Penny Elementary School

Date: : May 1st, 2003 Number of Meals: 18

Expenses

Actual Total Food Cost	\$	<u>11.88</u>
Total Labor Cost		<u>4.23</u>
Total Supplies Cost		<u>.72</u>
Total Other Cost		<u> </u>
1) Total Meal Expense	\$	<u>16.83</u>

Revenue

Paid Children	<u>3</u>	@	\$ <u>.85</u>	=	\$ <u>2.55</u>
Reduced Price	<u>1</u>	@	\$ <u>.30</u>	=	\$ <u>.30</u>
Adult Meals	<u>2</u>	@	\$ <u>1.15</u>	=	\$ <u>2.30</u>
Other food	<u> </u>	@	\$ <u> </u>	=	\$ <u> </u>
2) Total Revenue					\$ <u>5.15</u>

Reimbursement*

Paid Children	<u>3</u>	@	\$ <u>.22</u>	=	\$ <u>.66</u>
Reduced Price	<u>1</u>	@	\$ <u>.87</u>	=	\$ <u>.87</u>
Free	<u>12</u>	@	\$ <u>1.17</u>	=	\$ <u>14.04</u>
3) Total Reimbursement					\$ <u>15.57</u>

Total Revenue (line2 + line 3)	\$	<u>20.72</u>
Less Total Expenses (line 1)	\$	<u>16.83</u>
Profit (+) or Loss (-)	\$	<u>+3.89</u>

*Based on non-severe 2003 rates.

Breakfast Profit/Loss Worksheet

School: Saleem Hue Penny Elementary School

Date: May 1st, 2003 Number of Meals: 115

Expenses

Actual Total Food Cost	\$ <u>75.90</u>
Total Labor Cost	<u>27.00</u>
Total Supplies Cost	<u>4.60</u>
Total Other Cost	<u>0.00</u>
1) Total Meal Expense	<u>107.50</u>

Revenue

Paid Children	<u>25</u>	@	\$ <u>.85</u>	=	\$ <u>21.25</u>
Reduced Price	<u>10</u>	@	\$ <u>.30</u>	=	\$ <u>3.00</u>
Adult Meals	<u>5</u>	@	\$ <u>1.15</u>	=	\$ <u>5.75</u>
Other food	<u> </u>	@	\$ <u> </u>	=	\$ <u>0.00</u>
2) Total Revenue					<u>\$ 30.00</u>

Reimbursement*

Paid Children	<u>25</u>	@	\$ <u>.22</u>	=	\$ <u>5.50</u>
Reduced Price	<u>10</u>	@	\$ <u>.87</u>	=	\$ <u>8.70</u>
Free	<u>75</u>	@	\$ <u>1.17</u>	=	\$ <u>87.75</u>
3) Total Reimbursement					<u>\$ 101.95</u>

Total Revenue (line 2+ line 3)	\$ <u>131.95</u>
Less Total Expenses (line 1)	\$ <u>107.50</u>
Profit (+) or Loss (-)	\$ <u>+24.45</u>

*Based on non-severe 2003 rates.

Breakfast Profit/Loss Worksheet

School: Saleem Hue Penny Elementary School

Date: : May 1st, 2003 Number of Meals: 300

Expenses

Actual Total Food Cost	\$	<u>198.00</u>
Total Labor Cost		<u>70.43</u>
Total Supplies Cost		<u>12.00</u>
Total Other Cost		<u> </u>
1) Total Meal Expense	\$	<u>280.43</u>

Revenue

Paid Children	<u>25</u>	@	\$ <u>.85</u>	=	\$ <u>21.25</u>
Reduced Price	<u>75</u>	@	\$ <u>.30</u>	=	\$ <u>22.50</u>
Adult Meals	<u>10</u>	@	\$ <u>1.15</u>	=	\$ <u>11.50</u>
Other food	<u> </u>	@	\$ <u> </u>	=	\$ <u> </u>
2) Total Revenue					\$ <u>55.25</u>

Reimbursement*

Paid Children	<u>25</u>	@	\$ <u>.22</u>	=	\$ <u>5.50</u>
Reduced Price	<u>75</u>	@	\$ <u>.87</u>	=	\$ <u>65.25</u>
Free	<u>200</u>	@	\$ <u>1.17</u>	=	\$ <u>234.00</u>
3) Total Reimbursement					\$ <u>304.75</u>

Total Revenue (line2 + line 3)	\$	<u>360.00</u>
Less Total Expenses (line 1)	\$	<u>280.43</u>
Profit (+) or Loss (-)	\$	<u>+79.57</u>

*Based on non-severe 2003 rates.